

InDesign CS Level I

Course Specifications

Course Length: 1 day
Prerequisites: Windows 98 or equivalent knowledge.
Course Cost: 175.00

What's in InDesign Level I:

Adobe InDesign is a robust and easy to use design and layout program. With it you can create documents of many types, from single page advertisements and flyers, to complex multi-page color publications. In this course you will learn the basics of creating documents with InDesign.

Course Content

Lesson 1:

InDesign Environment

- InDesign Environment Elements
- Document Navigation

Lesson 2:

Basic Documents

- Document Setup
- Creating Text
- Working with Graphics

Lesson 3:

Master Pages

- Creating Masters
- Applying Masters

Lesson 4:

Importing and Threading Text

- Importing Text
- Threading Text
- Changing Text Threads

Lesson 5:

Colors, Swatches, and Gradients

- Colors and Swatches
- Gradients
- Applying Fills and Strokes to Frames and Type

Lesson 6:

Formatting Type

- Character Formatting
- Paragraph Formatting
- Styles
- Text Inset Spacing

Lesson 7:

Graphics and Layout

- Placing and Manipulating Graphics
- Text Wrap
- Layers

Lesson 8:

Transparency

- Applying Transparency
- Transparency Effects and Blending Modes
- Printing with Transparency

Lesson 9:

Using Tables

- Creating Tables
- Formatting Tables

Lesson 10:

Preparing for Handoff to a Service Provider

- Commercial Printing Overview
- Preflighting
- Printing
- Packaging Files

Lesson 11:

Creating Acrobat PDF Files

- PDF Files for the Web
- PDF Presets
- PDF Files for Printing